

## RECRUITMENT & SELECTION AT NATIONAL THERMAL POWER CORPORATION VINDHYACHAL MADHYA PRADESH

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### ABSTRACT

*After the required number and kind of human resource are determined, the next step in procurement function is to locate the source and to attract them towards the organisation. This is known as recruitment. This paper examines the methods of recruitments and selections adopted by the company. The study revealed that there are some problems in the recruitment and selection processes and hence it needs reviewing and modifications. The main objective of recruitment is to attract people with multi-dimensional skills and fit them in the organizational context to accomplish organisational strategies. The main factors affecting recruitment process are factors like company pay package, quality of work life, organisational culture, career planning and growth etc.,*

**KEYWORDS:** Company Pay Package, Quality of Work Life, Organisational Culture, Career Planning & Growth

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### INTRODUCTION

According to Flipppo "recruitment is the process of searching for prospective and encouraging them to apply for jobs in an organisation".

In words of Joder "recruitment is a process to discover the source of manpower to meet the requirement of the staffing schedule and to employ effective measure for attaching that manpower adequately".

### Source of Recruitment

Before an organisation activity begins recruitment application, it should consider the most likely sources of the type of employee. It needs some company tries to develop new sources, while most only.

### Internal Source

Internal sources are the most obvious sources. These include personnel already on the payroll of an organisation, i.e. its present working force. Whenever any vacancy occurs, somebody from within the organisation is upgraded, transferred, promoted, or sometimes demoted. This source also includes personnel who were once on the payroll of the company, but who plan to return whom the company would like to retire such as those on leave of absences, those who quit voluntarily, or those on production lay off.

### External Source

These sources lie outside the organisation they usually include:

- New entrants to the labor force, i.e. young most inexperienced potential employee the college student.

- The unemployed with a wide range of skills and abilities.
- Retired experienced person such as mechanism machinists welder accounts.
- Other not in the labour force, such as married woman and from minority groups.

## SELECTION

### Meaning and Definition

After identifying the sources of human resource for prospective employees and simulating them to apply for the job in an organisation.

The management will be performing the function of selecting the right employee at the right time. The obvious guiding policy in selection is the intentions, choose the best qualified and suitable job candidate for each confined job.

The objective of selection decision is to choose the individual who most successfully prefers the job from the pool of qualified candidates.

### OBJECTIVE OF THE STUDY

- To know the methods used in NTPC for the recruitment and selection.
- To know the gender preference in recruitment and selection.
- To know the employee's are satisfied with the recruitment and selection program.

### RESEARCH METHODOLOGY

Generally two types of data collection methods are using these are as follows-

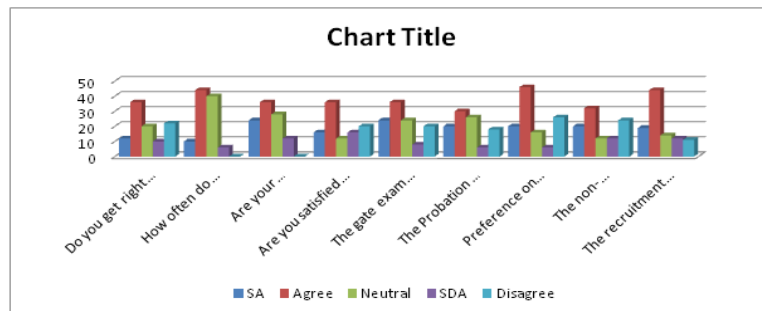
- Primary Data
- Secondary Data

I prepared a structured questionnaire on the basis of information collected from different sources. The questionnaire contains close ended questions. In total I used 100 Executives, employees in my study: I used a five point Likert 's scale.

**Table 1: Satisfaction Level of Employees**

Sr. No.	Particular	SA	Agree	Neutral	SDA	Disagree	Total
1.	Do you get the right kind of people from employee referrals?	12	36	20	10	22	100
2.	How often do you conduct recruitment and selection in your organisation	10	44	40	6		100
3.	Is your organization taking advantage of both sources of recruitment, i.e. external and internal.	24	36	28	12		100
4.	Are you satisfied with the advertising given in newspapers and the standard of the procedure?	16	36	12	16	20	100
5.	The gate exam helps in getting the right candidates for recruitment.	24	36	24	08	20	100
6.	The probation period is reliable after selection of the candidates?	20	30	26	06	18	100
7.	Preference on the basis of gender in selection	20	46	16	06	26	100

	procedures						
<b>Table 1: Contd.,</b>							
8.	The non-executives recruitment is fair and transparent?	20	32	12	12	24	100
9.	The recruitment and selection are reviewed from time to time and new methods adopted	19	44	14	12	11	100



**Figure 1: Shows the Satisfaction Level of Employees**

## FINDINGS

- The recruitment and selection process is outdated and still the same old process is followed.
- The percentile used in gate is too high due to which many good candidates are left out.
- The probation period is very long.
- The biasing occurs in the selection of non-executives.
- The preference is given to the children of the employees mainly.
- Gender bias also occurs during recruitment and selection as preferring male candidates over female candidates.

## CONCLUSIONS

I did a complete study on the topic "Recruitment and Selection" and NTPC Vidhyachal and covered all the aspects and the study revealed that there are some problems in the recruitment and selection process and still some process is followed hence it needs a reviewing.

At last, the overall process of "Recruitment and Selection" is satisfactory, but the shortcoming should be reduced to make it more effective and reliable as well as updated from time to time.

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